



SAGAR MAHAVIDYALAYA

Affiliated to the University of Calcutta, Under 2 (f) & 12 (B) of UGC, NAAC Accredited.

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Memo No.-

205/PRIN/SAGAR(M)/PVD/2025-26

Date 25.6.2026



Notice

This is to inform all students who have taken admission at Phase-I at Sagar Mahavidyalaya for the 1st Semester of B.A./B.Sc. (Honours & MDC) courses for the 2026-27 session that the **physical verification of documents** will be conducted as per the schedule below (refer to Annexure-I). Students must be physically present at the college with their original documents and one set of self-attested photocopies (refer to Annexure-II).

Dr. Surajit Bari
25.6.2026

Dr. Surajit Bari
Principal
Sagar Mahavidyalaya

Principal
Sagar Mahavidyalaya
Harinbari, Sagar, South 24 Pgs., Pin-743373

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Annexure-I

SAGAR MAHAVIDYALAYA

**PHYSICAL VERIFICATION OF DOCUMENTS : SCHEDULE FOR B.A. and B.Sc.
MAJOR (HONOURS) & MDC**

**DATE: 27.06.2026 TIME: 11.00 a.m. to 3.00 p.m.
(B.A. HONOURS/MAJOR and B.Sc. MDC)**

SUBJECT/COURSE	ROOM NO	BUILDING
FOUR YEAR BENGALI (MAJOR)	ROOM NO - 122	H.BAGULI BHAVAN – 1 ST FLOOR
FOUR YEAR ENGLISH (MAJOR)	ROOM NO – 132	H.BAGULI BHAVAN – 2 ND FLOOR
FOUR YEAR HISTORY (MAJOR)	ROOM NO – 117	H.BAGULI BHAVAN – 1 ST FLOOR
FOUR YEAR GEOGRAPHY (MAJOR)	ROOM NO – 108	H.BAGULI BHAVAN – G. FLOOR
FOUR YEAR EDUCATION (MAJOR)	ROOM NO – 130	H.BAGULI BHAVAN – 2 ND FLOOR
FOUR YEAR POLITICAL SCIENCE (MAJOR)	ROOM NO – 209	A.P.J.A. KALAM BHAVAN - 1 ST FLOOR
FOUR YEAR SANSKRIT (MAJOR)	ROOM NO - 205	A.P.J. A. KALAM BHAVAN - G. FLOOR
THREE YEAR B.Sc. (MDC)	ROOM NO - 211	A.P.J.A. KALAM BHAVAN - 1 ST FLOOR

**DATE: 29.06.2026 TIME: 11.00 a.m. to 3.00 p.m.
B.A. (MDC)
(Candidate's 1st name starting with letter "A – R")**

SUBJECT/COURSE	ROOM NO	BUILDING
THREE YEAR B.A. (MDC)	ROOM NO-116	H. BAGULI BHAVAN – 1 ST FLOOR (Candidate's 1 st name starting with letter: A)
THREE YEAR B.A. (MDC)	ROOM NO - 120	H. BAGULI BHAVAN – 1 ST FLOOR (Candidate's 1 st name starting with letter : B - J)
THREE YEAR B.A. (MDC)	ROOM NO - 121	H. BAGULI BHAVAN – 1 ST FLOOR (Candidate's 1 st name starting with letter : K - M)
THREE YEAR B.A. (MDC)	ROOM NO - 122	H. BAGULI BHAVAN – 1 ST FLOOR (Candidate's 1 st name starting with letter : N - R)

Shari
25.6.2026

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Principal
Sagar Mahavidyalaya
Haribari, Sagar, South 24 Pgs., Pin-743373

DATE: 30.06.2026 TIME: 11.00 a.m. to 3.00 p.m.
B.A. (MDC)
(Candidate's 1st name starting with letter "S – Z")



SUBJECT/COURSE	ROOM NO	BUILDING
THREE YEAR B.A. (MDC)	ROOM NO - 116	H. BAGULI BHAVAN – 1 ST FLOOR (Candidates whose first names begin with the letters SA through SH)
THREE YEAR B.A. (MDC)	ROOM NO - 120	H. BAGULI BHAVAN – 1 ST FLOOR (Candidates whose first name begins with the letters SI through SR)
THREE YEAR B.A. (MDC)	ROOM NO - 121	H. BAGULI BHAVAN – 1 ST FLOOR (Candidates whose first name begins with SUB through SUM)
THREE YEAR B.A. (MDC)	ROOM NO - 122	H. BAGULI BHAVAN – 1 ST FLOOR (Candidates whose first name begins with SUN through USH)

M. S. Ghosh
25.6.2026

Principal
Sagar Mahavidyalaya
Harabani, Sagor, South 24 Pgs., Pin-743373

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SAGAR MAHAVIDYALAYA

PHYSICAL VERIFICATION OF DOCUMENTS OF STUDENTS ADMITTED IN
1ST SEMESTER, Session : 2026-27

A. List of original documents to be produced at the time of verification	
S/N	Name of Documents
1	System Generated Application Form
2	System Generated Provisional Admission Certificate
3	Last Payment Receipt
4	10+2 level Marksheet
5	10 th level Marksheet
6	Age Proof Certificate(10 th Level Admit Card/Birth Certificate)
7	SC/ST/OBC Certificate which was uploaded at Centralised Admission Portal (if applicable)
8	PwD Certificate (if applicable)
9	EWS Certificate (if applicable)
10	AADHAAR Card and ABC ID if available.
11	Registration Certificate (if applicable)
12	Migration Certificate(if applicable)
B. Self-Attested copies of the following documents to be submitted at the time verification	
S/N	Name of Self Attested Documents (Xerox Copy)
1	Application Form (System Generated Application) (* Candidates must retain one copy for future reference/ University Registration)
2	System Generated Provisional Admission Certificate (* Candidates must retain one copy for future reference/ University Registration)
3	Last Payment Receipt (* Candidates must retain one copy for future reference/ University Registration)
4	Copy of 10+2 level Marksheet
5	Copy of 10 th level Marksheet
6	Copy of Age Proof Certificate (10 th Level Admit Card/Birth Certificate)
7	Copy of the SC/ST/OBC Certificate which was uploaded at the Centralized Admission Portal (if applicable). Caste Certificate must be issued by the Government of West Bengal.
8	Copy of the PwD Certificate (if applicable)
9	Copy of the EWS Certificate (if applicable)
10	AADHAAR and ABC ID (if applicable)
11	Copy of the Registration Certificate (if applicable)
12	Copy of the Migration Certificate (if applicable)
13	Study Gap (Academic Gap) Declaration for University Registration (if applicable)
14	Anti-ragging Declaration duly signed by the student. Carry one white plain paper for the purpose.

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25.6.2026

Principal
Sagar Mahavidyalaya
Hamban, Sagar, South 24 Pgs., Pin-743373